# Application Form – Multiple Interment Rights

As per Section 56(4) of the *Cemeteries & Crematoria Act 2013*

## Instructions

* This form is to be completed by the cemetery operator and must identify the person or organisation applying to whom more than two interment sites are being granted or transferred and which require an approval under section 56(4) of the *Cemeteries and Crematoria Act 2013*.
* Please refer to the Guide to Holding Multiple Interment Rights in a Cemetery (**Guide**)to ensure all information is provided for this application. Large Applications (over 100 interment sites) may also use this form but will need to complete the additional requirements in accordance with the Guide.
* Each field below must be completed.
* Submit the form, with any supporting documentation, to Cemeteries & Crematoria NSW (CCNSW) at [ccnsw.info@cemeteries.nsw.gov.au](mailto:ccnsw.info@cemeteries.nsw.gov.au).

### Cemetery operator details

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| --- | --- | --- |
| **Operator name** |  | |
| **ABN/ACN as relevant** |  | |
| **Name of cemetery and location** |  | |
| **Name and position title of staff member completing this form** | Name | Position |
| **Contact details** | Telephone | Email |
| **Signature of staff member certifying all information provided is correct.** |  | **Date** |

### Customer details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of person or organisation to whom the interment rights are to be granted or transferred** |  | | | | |
| **Contact details** | Telephone | | Email | | |
| **ABN/ACN as relevant** |  | | | | |
| **Status of customer:**  Please indicate if the customer is   * a registered charity (provide details of ACNC registration) * a community organisation * a religious group or organisation * another commercial entity (please specify) * an individual (for applications relating to intergenerational or family transfers only) |  | | | | |
| **Number of interment rights intended to be granted or transferred to the customer, and whether the rights granted are perpetual or renewable** |  | | | | |
| **Total interment rights to be held by the customer if the approval is granted by CCNSW** |  | | | | |
| **If being transferred, name and contact details (if applicable) from whom the interment right(s) is/are being transferred** |  | | | | |
| **Status of the interment rights** (please bold) | New  grant | Transfer | | Transfer via  bequest/ intestacy |
| **Location of the interment rights.**  Please indicate if the interment rights are for existing sites or a new section of the cemetery (including any relevant plot, section or denominational section details) |  | | | |

### Reason for application

1. Refer to the Guide for the types of reasons CCNSW may consider. Alternatively, detail can be attached in a separate document.

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### Large Applications

1. This part of the form is only to be used where a cemetery operator is seeking approval to **grant or transfer interment rights exceeding 100 interment sites to an organisation.** The cemetery operator should refer to the Guide [link] for the criteria that CCNSW may consider when completing the below, and address each criteria.

|  |  |
| --- | --- |
| **Equitable access / public interest** |  |
| **Cost transparency and affordability** |  |
| **Impact on current and future interment capacity, specifically:** |  |
| 1. Number and timing of release of interment rights to the end users |  |
| 1. Number of persons whose remains may be interred pursuant to the interment right at each site (eg single depth or double depth) |  |
| 1. Percentage of the cemetery space that will be affected by the Large Application |  |
| 1. Percentage of the cemetery space that will be available should the Large Application be granted in full |  |
| 1. How many interment sites will remain available for other persons |  |
| 1. Efficiency of land use |  |
| 1. Forecast time period between the approval of the Large Application and the exhaustion of all approved interment rights |  |
| **Regulation and standing / due diligence** |  |
| **Accountability, transparency and integrity** |  |

### Supporting documents to be attached to your application

1. CCNSW may request documentation in support of this application. This may include:

* a copy of ACN, ABN or ACNC registration for organisation applications
* a copy of the Will or letters of administration (if applicable) for family personal applications such as grants or transfers for deceased estates OR evidence of consent to a transfer from whom the interment right(s) is/are being transferred
* a copy of the contract of sale from the cemetery operator to verify consumer protection provisions

1. Please provide any other documentation that may assist with CCNSW assessing the application.

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| **Office Use only** | |
| Date of receipt: | ……………………… |
| CRM case number: | ……………………… |